

## LETTER OF AGREEMENT

EFFECTIVE: May 09, 2016

SUBJECT: Local Area Helicopter Operating Procedures

- 1. PURPOSE:** This agreement between Louisville Standiford Air Traffic Control Tower and Hampton Airways establishes procedures and areas of responsibility applicable to operations by Hampton Airways in the Louisville Standiford Class "C" airspace.
- 2. SCOPE:** This agreement applies to the utilization of the procedures described below.
- 3. RESPONSIBILITIES:** Hampton Airways pilots using these procedures must be familiar with this Letter of Agreement and follow the provisions as outlined.
- 4. PROCEDURES:** Hampton Airways may operate in the Louisville Standiford Class "C" airspace, utilizing the following procedures:
  - a. General:
    - (1) Two-way communications with Louisville Standiford Air Traffic Control Tower must be maintained while operating in the Louisville Standiford Class "C" airspace, except as specified in paragraph 4c(2) of this agreement.
    - (2) The operator must request approval for any deviation from these procedures.
    - (3) Hampton Airways must ensure all Hampton Airways operators using the callsign Hampton 1 are trained in the procedures contained in this Letter of Agreement.
  - b. Altitudes: All operations must be conducted at or below an altitude of 2,500 feet. Mean Sea Level (MSL). If the pilot needs to operate at a higher altitude, they will advise Louisville Tower or Approach Control.
  - c. Departure procedures from satellite heliports within the Louisville Standiford Class "C" Surface Area.
    - (1) Pilots must ensure SDF is reporting VFR weather before departing any heliport or landing zone within the Class "C" Surface Area.
    - (2) Pilots must establish two-way radio communications with Louisville Standiford Tower on frequency 124.2 prior to departing from any location within the Louisville Standiford Class C Surface Area. Hampton Airways operators may elect to contact Louisville Standiford Tower via commercial telephone # 1-(502)375-7451 to coordinate departures when two-way radio communications cannot be established.
    - (3) The University of Louisville Papa Johns Stadium is located in a known area of wake turbulence created by heavy aircraft operating to and from Louisville International airport (SDF). Aircraft departing this area must proceed westbound immediately after departure unless given alternate departure instructions by Louisville Standiford Tower.

- (4) Hampton Airways must ensure pilots are made aware of the risk associated with operating in the known wake turbulence area. (see attachment)

**5. AIRCRAFT CALL SIGN:**

- a. Aircraft call signs, transponder codes, and SDF Standard Terminal Automation Replacement System (STARS) designators for Hampton Airways helicopter are:

Aircraft Call Sign	Type Aircraft	Transponder Code	SDF STARS Designator
"Hampton One"	Helo	0125	HMPTN1

- b. Federal Communications Commission (FCC) Regulations (87.115) are followed in use of local call signs.

- c. Local call signs are to be used only for communications within Louisville Approach Control airspace for local VFR operations. Local call signs **must not** be used for filing flight plans entering or leaving Louisville Approach Control Airspace.



**NOTE 1** – Helicopter "N" numbers are used for filing IFR flight plans or for flights outside of SDF airspace.



**6. REVALIDATION:**

- a. Annually, a revalidation of this Agreement must occur. An email or written request via certified mail must be submitted to Louisville ATC Tower by January 15th of each year. The request must contain the following:
- (1) Company name, current address and telephone number, as well as a point of contact for this Agreement.
  - (2) A brief statement that Hampton Airways intends to continue operations under this Agreement for another year and any comments regarding this Agreement.
  - (3) The request must be sent by email or via certified mail to:  
Louisville Air Traffic Control Tower  
AIR TRAFFIC MANAGER  
755 Grade Lane  
Louisville, KY 40213
  - (4) The Louisville Air Traffic Manager will issue approval/disapproval, via email or certified mail, of the validation request by February 15th of each year. Failure to comply with revalidation procedures will result in a termination of this Agreement.

**7. TERMINATION:** This agreement may be terminated by either party at any time. Termination of this agreement by Hampton Airways or SDF ATCT must be accomplished by email or in writing.

**8. ATTACHMENT:** Attachment depicts known wake turbulence areas associated with aircraft operating to and from SDF.

  
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